



Department of Purchasing & Contract Compliance

Felicia Strong-Whitaker, Interim Director

REQUEST FOR E-QUOTE NUMBER: 13VR89943A

PROJECT TITLE: Food and Hospitality Services

DUE DATE: Friday, October 11, 2013

WILL BE RECEIVED UNTIL: 2:00 P.M.

LAST DAY FOR QUESTIONS: Wednesday, October 9, 2013

BIDDERS MAY SUBMIT REQUESTS FOR CLARIFICATION OR QUESTIONS REGARDING THIS E-QUOTE TO THE PURCHASING CONTACT PERSON LISTED BELOW. ANY REQUEST SHALL ONLY BE SUBMITTED IN WRITING (FAX OR EMAIL). ALL RESPONSES TO WRITTEN REQUEST(S) WILL BE DISTRIBUTED AS ADDENDA TO THIS E-QUOTE AND POSTED ON THE FULTON COUNTY WEBSITE AT www.fultoncountyga.gov.

THE COUNTY WILL NOT RESPOND TO REQUESTS RECEIVED AFTER *THE ABOVE MENTIONED DATE* AT 2:00 P.M.

E-QUOTE RESPONSES MUST BE SUBMITTED ONLINE AT www.fultonvendorselfservice.co.fulton.ga.us BY THE DATE AND TIME INDICATED. You must be a registered vendor in order to respond to E-QUOTES.

ANY QUESTIONS REGARDING PURCHASING PROCEDURES OR THE SPECIFICATIONS SHOULD BE ADDRESSED ONLY TO THE PURCHASING CONTACT PERSON LISTED BELOW VIA EMAIL ONLY. NO PHONE CALLS WILL BE ACCEPTED. BIDDERS MAY NOT HAVE CONTACT WITH COUNTY OFFICERS, ELECTED OFFICIALS OR COUNTY EMPLOYEES REGARDING THIS BID PRIOR TO AWARD OF PURCHASE ORDER. VIOLATION OF THIS INSTRUCTION WILL RESULT IN YOUR BID BEING FOUND NON-RESPONSIVE.

CONTACT NAME:
Vearnetta Rivers

E-MAIL ADDRESS:
vearnetta.rivers@fultoncountyga.gov

FAX NUMBER:
(404) 893-6588

All information requested on this sheet must be completed. Unless specifications indicate "NO SUBSTITUTE", items determined by Fulton County to be "EQUAL OR BETTER" will be given full consideration. All prices QUOTED must be "FOB DELIVERED" unless otherwise requested, and must be submitted in the format requested. The County reserves the right to cancel the solicitation and to reject any or all quotes in whole or in part and is not bound to accept any quote if rejection of that quote is determined to be contrary to the best interest of the County.

REQUEST FOR QUOTE GENERAL TERMS AND CONDITIONS

The following provisions are hereby made a part of this Request for Quote ("E-QUOTE"). Any contract or purchase order awarded as the result of this request shall be governed by these General Terms and Conditions. By submission of your responses to this e-quote, vendor agrees to furnish the product(s) and, or service(s) pursuant to these conditions.

1. **GENERAL.** These provisions are standard for all County contracts. The County may delete or modify any of these standard provisions for a particular contract or purchase order by indicating a change in the special instructions or provisions. **Any vendor accepting a purchase order award as the result of this request agrees that the provisions included within this Request for E-Quote shall prevail over any conflicting provision within any standard form contract of the vendor.**
2. **SUBMISSION OF RESPONSES.** Responses must be submitted for e-quotes on-line via the Vendor Self Service system at <https://fultonvendordselfservice.co.fulton.ga.us/webapp/VSSPROD,Advantage>. Response to e-quotes must be received no later than 2:00 p.m. on the date indicated.
3. **AMENDMENTS TO THE REQUEST FOR E-QUOTE.** Any amendment to pricing is valid only if in writing and issued by the County.
4. **ADDENDUM.** Revision to the Request for E-Quote issued by the County prior to the receipt of bids.
5. **NON-COLLUSION.** Bidder certifies that this bid is made without prior understanding, agreement or connection with any other corporation, firm or person submitting a bid for the same work, labor or service to be done or the supplies, materials or equipment to be furnished and is in all respects fair and without collusion or fraud. Bidder further understands collusive bidding is a violation of state and federal law and can result in fines, prison sentences and civil damage awards. Bidder agrees to abide by all conditions of this bid and certifies that person signing is authorized to sign this bid or proposal for the bidder.
6. **CONFLICT OF INTEREST.** Vendor states that no County officer or employee, nor any business entity in which they have an interest: a) Has an interest in the contract awarded; b) Has been employed or retained to solicit or aid in the procuring of the resulting contract; c) Will be employed in the performance of such contract without immediate disclosure of such fact to the County.
7. **BASIS OF AWARD.** The County shall award to the overall lowest responsible and responsive vendor complying with the provisions of the Request for E-Quote. The following criteria may be considered by the County in selecting the most advantageous quote: a) Ability to perform the service required within the specified time; b) Conformance to specification; c) The quality of performance in previous contracts; d) Financial ability to perform the contract; e) Item pricing; f) vendor references. The County reserves the right to cancel the solicitation and to reject any or all quotes in whole or in part and is not bound to accept any quote if rejection of that quote is determined to be contrary to the best interest of the County.
8. **SAMPLES.** Samples of items when required, must be furnished free of expense to the County and upon request, be returned to the Vendor at the Vendor's expense. Samples of selected items may be retained for comparison purposes.
9. **NEW.** All items bid must be new. Used, rebuilt and refurbished items will not be considered unless specifically authorized by Fulton County in the written specifications.
10. **BRAND NAME SPECIFICATIONS AND APPROVED EQUIVALENTS.** Unless otherwise specified, manufacturer's names, trade names, brand names, information and, or catalog numbers listed in the specifications are intended only to identify the quality and characteristics desired. They are not intended to limit competition. The Vendor may offer any equivalent product which meets or exceeds the specifications. If quotations are based on equivalent products, the quote must: a) Indicate the alternate manufacturer's name and catalog number; b) Include complete descriptive literature and, or specifications; c) Include proof that the proposed equivalent will meet the specifications. The County reserves the right to be the sole judge of what is equal and acceptable to meet its needs in all respects. If Bidder fails to name a substitute, goods identical to the published standard must be furnished.
11. **INDEMNIFICATION.** Contractor, Vendor hereby agrees to release, indemnify, defend and hold harmless the County, it's Commissioners, officers, employees, subcontractors, successors, assigns and agents from and against any and all losses (including death), claims, damages, liabilities, costs and expenses (including but not limited to all actions, proceedings, or investigations in respect thereof and any outcome of any such action, proceeding, or investigation), caused by, relating to, based upon or arising out of any act or omission by contractor, it's directors, officers, employees, subcontractors, successors, assigns or agents, or otherwise in connection with it's acceptance, of the performance, or nonperformance, of it's obligations under this agreements.

12. **TAXES.** Fulton County is exempt from the State of Georgia sales tax and exemption certificate will be furnished upon request.
13. **DELIVERY.** All prices must be FOB Destination, unloaded inside and assembled unless otherwise indicated.
14. **RIGHTS AND REMEDIES OF COUNTY FOR DEFAULT.** If any item furnished by the Vendor fails to conform to specifications, or to the sample submitted by the Vendor, the County may reject it. Upon rejection, the Vendor must promptly reclaim and remove such item without expense to the County, and shall immediately replace all such rejected items with others conforming to such specification and samples. If the Vendor fails to do so, the County has the right to purchase in the open market a corresponding quantity of any such items and to deduct from any monies due the Vendor the difference between the prices named in the purchase order and the actual cost to the County. If the Vendor fails to make prompt delivery of any item, the County has the right to purchase such item in the open market and to deduct from any monies due the Vendor the difference between the prices named in the purchase order and the actual replacement cost to the County. The rights and remedies of the County identified above are in addition to any other rights and remedies provided by law or under the purchase order.
15. **INVOICES AND PAYMENT TERMS.** Invoices are to be mailed to the County department specified on the resulting purchase order or master agreement. All invoices must include the purchase order number or master agreement number. Failure to comply may result in delayed payments. The County payment terms are Net 30 days unless a cash discount is allowed for payment within not less than twenty (20) days. The payment term shall begin on the date the merchandise is inspected, delivered and accepted by the County and the correct invoice is received in the office specified on the purchase order.
16. **LEGAL REQUIREMENTS.** Federal, State, County and local ordinances, rules and regulations, and policies shall govern development, submittal and evaluation of quote and disputes about quotes. Lack of knowledge by any Vendor about applicable law is not a defense.
17. **ASSIGNMENT.** Any purchase order awarded shall not be assignable by the Vendor without the express written approval of the County, and shall not become an asset in any bankruptcy, receivership or guardianship proceedings.
18. **REJECTION OF BID.** Bids may be considered irregular and may be rejected if they show omissions, alternations of form, additions not called for, conditions, limitations, unauthorized alternate bids or other irregularities of any kind. The County reserves the right to waive minor technicalities or irregularities of bid.
19. **TERMINATION.** In the event any of the provisions of the purchase order are violated, the County may serve written notice of its intention to terminate the purchase order. Such notice will state the reason(s) for such intention, and unless within ten (10) days after serving notice upon the contractor, such violation has ceased and satisfactory arrangements for correction made, the purchase order shall, upon expiration of ten (10) days, be terminated. Further, the County reserves the right to terminate for its convenience any purchase order in whole or in part upon giving thirty (30) days prior written notice to the other party.
20. **DEBARMENT.** If a Bidder is presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from doing business with any government agency which prohibits your firm from participating in any procurement, the Bidder must provide the County with that information as part of its response to this solicitation. Failure to fully and truthfully provide the information required, may result in the disqualification of your bid from consideration or termination of the purchase order, once awarded.
21. **RIGHT TO PROTEST.** Any actual or prospective Bidder who is aggrieved in connection with a solicitation or award of a contract, purchase order must submit its protest in writing to the Director of Purchasing & Contract Compliance, 130 Peachtree St. S.W., Suite 1168, Atlanta, GA 30303. A protest must be submitted to the Director of Purchasing & Contract Compliance in writing within 14 days after such aggrieved entity knows or should have known of the solicitation, the award of contract, purchase order to another or other acts giving rise to a protest. An oral protest or a protest to an official, employee, user department, or other person apart from the Director of Purchasing does not comply with Fulton County Code Section 2-324 and does not toll the protest time period.
22. **BINDING AUTHORITY.** The individual submitting this E-QUOTE must have binding authority to submit contracts on behalf of the responding company. By submitting a response, vendor agrees that their quote is an offer to sell. All bidders shall comply with all Fulton County purchasing laws, policies, and procedures, as well as relevant state and federal laws, including compliance with EEOC hiring guidelines and requirements under the Americans with Disabilities Act.

REQUEST FOR E-QUOTE SPECIFICATIONS

Hospitality Housing and Human Services Office of Children and Youth

1. DESCRIPTION

Fulton County Department of Purchasing & Contract Compliance is soliciting e-quotes from qualified vendors to provide food and hospitality services for the Housing and Human Services Department Office of Children and Youth Programs.

2. CONTACT PERSON

Please contact Vearnetta Rivers by e-mail @fultoncountyga.gov or Fax (404) 893-6588 only, with any procedural or technical questions. All questions should be submitted in writing to the Purchasing contact person via email only. No phone calls will be accepted. Any responses made by the County will be provided in writing to all Bidders by addendum. No verbal responses shall be authoritative.

3. TERM OF AGREEMENT

From date of issuance of purchase order, for a twelve (12) month period.

4. PRODUCT, SERVICE SPECIFICATIONS

Successful vendor shall provide food and hospitality services to the Office of Children and Youth for the Kinship Care, Successful Families, Teen Dad's, Priceless University, Youth Commission, Youth Leadership Academy-Boys, and Youth Leadership Academy Girls, programs. The programs take place between October - 2013 and December-2013. The number of participants shall range from 10-55 participants depending on the Program.

BREAKFAST

Menu 1

- Chicken, Egg and Cheese Biscuits
- 100% /orange juice boxes
- 8 oz. bottled water
- Fruit - Banana

Menu 2

- Turkey Sausage, Egg and Cheese Biscuits
- Egg and Cheese Biscuits
- 100% /orange juice boxes

- 8 oz. bottled water
- Fruit – Banana

Lunch

Menu 3

- Grilled Fish/ Grilled Chicken Sandwich on wheat bun
- White Cheddar Popcorn
- Pickle (Individually Wrapped)
- Lettuce
- Cheese Slices
- Individual 8oz Water Bottles
- Fruit – Apples

Menu 4

- BBQ pulled chicken on wheat bun
- Potato Chips f/ 20
- Pickle (Individually Wrapped)
- Lettuce
- Individual 8oz Water Bottles
- Fruit – Apples

Menu 5

- Fried Chicken breast on wheat bun
- Potato Chips f/ 41
- Pickle (Individually Wrapped)
- Lettuce
- Cheese Slices
- Individual 8oz Water Bottles
- Fruit – Apples

Menu 6

- Baked Chicken breast on wheat roll bun
- Potato Chips f/ 20
- Pickle (Individually Wrapped)
- Lettuce
- Cheese Slices
- Individual 8oz Water Bottles
- Fruit – Apples

Menu 7

- Vegetarian Sandwich on wheat bun
- Vegetable Tray with Ranch Dressing

- Veggie Sandwiches on Wheat Bun

Menu 8

- Grilled Turkey patties on Wheat Bun
- Potato Chips
- Pickle (Individually Wrapped)
- Lettuce
- Cheese Slices
- Individual 8oz Water Bottles
- Fruit – Apples

Menu 9

- Fried Fish/ Fried Chicken Sandwich on wheat bun
- Potato Chips
- Pickle (Individually Wrapped)
- Lettuce
- Cheese Slices
- Individual 8oz Water Bottles
- Fruit – Apples

Dinner

Menu 10 Spaghetti with Turkey meat

- Salad (No Iceberg Lettuce)
- Wheat Rolls
- Individual 8oz Water Bottles
- Fruit – Apples

Menu 11

- Chicken Alfredo
- Salad (No Iceberg Lettuce)
- Wheat Rolls
- Individual 8oz Water Bottles
- Fruit – Oranges

Menu 12

- Turkey Chili
- Salad (No Iceberg Lettuce)
- Wheat Rolls
- Individual 8oz Water Bottles
- Fruit – Apples

Menu 13

- Tacos with Turkey Meat
- Tacos with Ground Beef
- Salad (No Iceberg Lettuce)
- Cheese
- Lettuce
- Tomatoes
- Individual 8oz Water Bottles
- Fruit – Grapes

5. PRICING SHEETS

Please indicate the price per person for each menu

<i>Item No.</i>	<i>Item Description</i>	<i>Estimated Quantity</i>	<i>Unit of Issue</i>	<i>Unit price (\$)</i>
1	Menu 1 Breakfast: Chicken, Egg and Cheese Biscuits 100% /orange juice boxes 8 oz. bottled Fruit-bananas	393	Per Person	
2	Menu 2 Breakfast: Turkey Sausage, Egg and Cheese Biscuits Egg and Cheese Biscuits 100% /orange juice boxes 8 oz. bottled water Fruit – Bananas	393	Per Person	
3	Menu 3 Lunch: Grilled Fish Sandwich on wheat bun White Cheddar Popcorn Pickle (Individually Wrapped) Lettuce Cheese Slices Individual 8oz Water Bottles Fruit – Apples	222	Per Person	
4	Menu 4 Lunch: Grilled Chicken Sandwich on wheat bun	222	Per Person	

	White Cheddar Popcorn Pickle (Individually Wrapped) Lettuce Cheese Slices Individual 8oz Water Bottles Fruit – Apples			
5	Menu 5 Lunch: BBQ pulled chicken on wheat bun Potato Chips Pickle (Individually Wrapped) Lettuce Individual 8oz Water Bottles Fruit – Apples	382	Per Person	
6	Menu 6 Lunch: Fried Chicken breast on wheat bun, potato Chips Pickle (Individually Wrapped) Lettuce Cheese Slices Individual 8oz Water Bottles Fruit – Apples	374	Per Person	
7	Menu 7 Lunch: Baked Chicken breast on wheat roll bun Potato Chips Pickle (Individually Wrapped) Lettuce Cheese Slices Individual 8oz Water Bottles Fruit – Apples	475	Per Person	
8	Menu 8 Lunch: Vegetarian Sandwich on wheat bun Vegetable Tray with Ranch Dressing Veggie Sandwiches on Wheat Bun	32	Per Person	
10	Menu 10 Lunch: Fried Fish Sandwich on wheat bun Potato Chips Pickle (Individually Wrapped) Lettuce Cheese Slices Individual 8oz Water Bottles	167	Per Person	

	Fruit – Apples			
11	Menu 11 Dinner: Spaghetti with Turkey meat Salad (No Iceberg Lettuce) Wheat Rolls Individual 8oz Water Bottles Fruit – Apples	55	Per Person	
12	Menu 12 Dinner: Chicken Alfredo Salad (No Iceberg Lettuce) Wheat Rolls Individual 8oz Water Bottles Fruit – Oranges	55	Per Person	
13	Menu 13 Dinner: Turkey Chili Salad (No Iceberg Lettuce) Wheat Rolls Individual 8oz Water Bottles Fruit – Apples	55	Per Person	
14	Menu 14 Dinner: Tacos with Turkey Meat Tacos with Ground Beef Salad (No Iceberg Lettuce) Cheese Lettuce Tomatoes Individual 8oz Water Bottles Fruit – Grapes	55	Per Person	

6. SPECIAL CONDITIONS, INSTRUCTIONS

Vendor shall provide services on an as needed basis.

Vendor shall meet with Fulton County staff person to discuss delivery at least 24-48 hours in advance of the service date.

All contacts and contact information will be provided upon award.

The Program sites are as follows:

Kinship Care Program

Location: East Point Library
 2757 Main Street
 Atlanta, GA

Successful Families Program

Location: Southeast Neighborhood Senior Ctr.
1650 New Town Circle SE
Atlanta, GA 30315

Teen Dad's Programs (south & north)

Locations: H.J.C. Bowden Senior Facility
2885 Church Street
East Point, GA 30344

Helen S. Mills
Multipurpose Senior Facility
515 John Wesley Dobbs
Atlanta, GA 30312

Priceless University Program

Location: H.J.C. Bowden Senior Facility
2885 Church Street
East Point, GA 30344

Youth Commission

Location: Fulton County Government Ctr.
141 Pryor Street SW
Atlanta, GA 30303

Youth Leadership Academy- Girls program

Location: Hapeville Senior Facility
527 King Arnold Street
Hapeville, GA 30354

Youth Leadership Academy –Boys program

Location: Fulton County Public Safety & Training Facility
3025 Merk Road
College Park, GA 30349

Designated staff will provide the vendor with dates and weekly meal count for each program.

Vendor will provide food and hospitality services for all program participants and with the following conditions:

- Shall have & provide appropriate condiments for all meals.
- Provide paper plates, napkins, plastic ware, cups, serving utensils, serving gloves & water for all meals.
- Provide racks, pans and sterno to keep food hot.
- juices that contain NO High Fructose Corn Syrup
- Pickles should be individually wrapped

INSURANCE & RISK MANAGEMENT PROVISIONS

Food and Hospitality Services

It is Fulton County Government's practice to obtain Certificates of Insurance from our Contractors and Vendors. Insurance must be written by a licensed agent in a company licensed to write insurance in the State of Georgia. Contractors/Vendors shall submit evidence of insurability satisfactory to Fulton County Government as to form and content. Either of the following forms of evidence is acceptable:

- A letter from an insurance carrier stating that upon your firm/company being the successful Bidder/Respondent that a Certificate of Insurance shall be issued in compliance with the Insurance and Risk Management Provisions outlined below.
- A Certificate of Insurance complying with the Insurance and Risk Management Provisions outlined below (Request for Bid/Proposal number and Project Name and Description must appear on the Certificate of Insurance).
- A combination of specific policies written with an umbrella policy covering liabilities in excess of the required limits is acceptable to achieve the applicable insurance coverage levels

Upon award, the Contractor/Vendor must maintain at their expense, insurance with policy limits equal to or greater than the limits described below. Proof of insurance must be received by Fulton County Government prior to the start of any activities/services at any County facility.

Accordingly the Respondent shall provide a certificate evidencing the following:

1. WORKERS COMPENSATION/EMPLOYER'S LIABILITY INSURANCE – STATUTORY (In compliance with the Georgia Workers Compensation Acts and any other State or Federal Acts or Provisions in which jurisdiction may be granted)

Employer's Liability Insurance	BY ACCIDENT - EACH ACCIDENT	\$100,000.
Employer's Liability Insurance	BY DISEASE - POLICY LIMIT	\$500,000.
Employer's Liability Insurance	BY DISEASE - EACH EMPLOYEE	\$100,000.

2. COMMERCIAL GENERAL LIABILITY INSURANCE (Including contractual Liability Insurance)

Bodily Injury and Property Damage Liability	Each Occurrence	-	\$1,000,000
(Other than Products/Completed Operations)	General Aggregate	-	
\$2,000,000			
Products\Completed Operation	Aggregate Limit	-	
\$1,000,000			
Personal and Advertising Injury	Limits	-	
\$1,000,000			
Damage to Rented Premises	Limits	-	\$100,000
CGL - No Exclusion for Sexual Abuse Allegations			

3. BUSINESS AUTOMOBILE LIABILITY INSURANCE

Combined Single Limits	Each Occurrence	-	\$500,000
(Including operation of non-owned, owned, and hired automobiles).			

4. UMBRELLA LIABILITY

(In excess of above noted coverage's)

Each Occurrence

-

\$1,000,000

Certificates

Certificates shall state that the policy or policies shall not expire, be cancelled or altered without at least thirty (30) days prior written notice to Fulton County Government. Policies and Certificates of Insurance are to list Fulton County Government as an Additional Insured (except for Workers' Compensation) and shall conform to all terms and conditions (including coverage of the indemnification and hold harmless agreement) contained in the Insurance and Risk Management Provisions.

The Contractor agrees to name Fulton County as an additional insured on the CGL, using ISO Additional Insured Endorsement forms CG 2010 11/85 or its equivalent coverage to the additional insureds. This insurance for the additional insureds shall be as broad as the coverage provided for the named insured Subcontractor. It shall apply as Primary Insurance before any other insurance or self-insurance, including any deductible, non-contributory, and Waiver of Subrogation provided to the Additional Insureds.

Additional Insured under the General Liability, Auto Liability, Umbrella Policies (with exception of Workers Compensation), with no Cross Suits exclusion.

If Fulton County Government shall so request, the Respondent, Contractor or Vendor will furnish the County for its inspection and approval such policies of insurance with all endorsements, or confirmed specimens thereof certified by the insurance company to be true and correct copies.

Such certificates should be sent to Fulton County Government and must identify the "Certificate Holder" as follows:

Fulton County Government – Purchasing Department
130 Peachtree Street, S.W.
Suite 1168
Atlanta, Georgia 30303-3459

Important:

It is understood that **Insurance in no way Limits the Liability of the Contractor/Vendor.**

USE OF PREMISES

Contractor/Vendor shall confine its food services vehicle and the operations of its workers to limits/requirements indicated by law, ordinance, permits and any restrictions of Fulton County Government and shall not unreasonably encumber the premises with its materials.

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

To the fullest extent permitted by Law, Contractor/Vendor hereby agrees to release, indemnify, defend and hold harmless Fulton County, its Commissioners, officers, employees, subcontractors, successors, assigns and agents, from and against any and all losses (including death), claims,

damages, liabilities, costs and expenses (including but not limited to all actions, proceedings, or investigations in respect thereof and any costs of judgments, settlements, court costs, attorney's fees or expenses, regardless of the outcome of any such action, proceeding, or investigation), caused by, relating to, based upon or arising out of any act or omission by Contractor/Vendor, its directors, officers, employees, subcontractors, successors, assigns or agents, or

otherwise in connection (directly or indirectly) with its acceptance, or the performance, or nonperformance, of its obligations under these agreements. Such obligations shall not be construed to negate, abridge or otherwise reduce any other rights or obligations of indemnity which would otherwise exist as to any party or person as set forth in this paragraph.

Contractor/Vendor further agrees to protect, defend, indemnify and hold harmless Fulton County, its Commissioners, officers, employees, subcontractors, successors, assigns and agents from and against any and all claims or liability for compensation under the Worker's Compensation Act, Disability Benefits Act, or any other employee benefits act arising out of injuries sustained by any employees of Contractor/Vendor. These indemnities shall not be limited by reason of the listing of any insurance coverage.

CONTRACTOR/VENDOR ACKNOWLEDGES HAVING READ, UNDERSTANDING, AND AGREEING TO COMPLY WITH THIS INDEMNIFICATION AND HOLD HARMLESS AGREEMENT, AND THE REPRESENTATIVE OF THE CONTRACTOR/VENDOR IDENTIFIED BELOW IS AUTHORIZED TO SIGN CONTRACTS ON BEHALF OF THE RESPONDING CONTRACTOR/VENDOR.

COMPANY: _____ SIGNATURE: _____

NAME: _____ TITLE: _____

DATE: _____